

TOWN OF HAMILTON
BOARD OF SELECTMEN
OCTOBER 3, 2011

Board of Selectmen met at Hamilton Town Hall at 7:00 p.m. on Monday, October 3, 2011 with Jennifer Scuteri, Jeff Stinson, David Carey, Marc Johnson and Jeff Hubbard present. Town Manager Michael Lombardo, Treasurer/Collector Cheryl Booth and Town Moderator Bruce Ramsey also present.

Accept minutes (September 12th and September 19, 2011)

Board clerk Jeff Hubbard entertained a motion for the Selectmen to accept the September 12, 2011 regular session minutes. Jeff Stinson so moved. Jennifer Scuteri seconded motion. VOTE: 3-0-2. David Carey and Marc Johnson abstained because they did not attend.

Hubbard entertained a motion for the Selectmen to accept the September 19, 2011 regular session minutes. Stinson so moved. Scuteri seconded motion. VOTE: 4-0-1. Hubbard abstained since he did not attend.

Public Comment

None.

Town Manager's report

Town Manager Michael Lombardo will provide Board with a prioritized list of Town's capital management projects (i.e., culverts, roads, sidewalks, vehicles) based on community need as part of Hamilton's budget process. Town officials and employees will rank order proposed projects and seek public input.

Myopia Hunt Club is filing for Chapter 61 status for its schooling field land. This results in a \$34,000 reduction in the \$300,000 the club pays to the Town in property taxes annually. Presently the club has not decided to put its golf course in chapter land. HWRSD's cross country team uses fields at Myopia and HWRHS golf team uses golf course. Chapter filings occur every year versus long-term commitment of conservation restrictions once those are in place.

Discussion focused on consideration of high property tax rate in Hamilton resulting in actions taken by local organizations to save money and impact on pricing of homes in local real estate market as well as Town's property valuation and abatement process.

Chairman/Selectmen reports

Discussion on need to market and publicize Hamilton as a great place to live. Board noted that if more people were interested in moving to Town this could drive down cost of property taxes; potential Board conversation with realtors was suggested.

Cheryl Booth – Treasurer/Collector

Treasurer/Collector's office handles all money coming in and going out for Hamilton's local government. There are three employees in this office with two full time and one part time.

Some of the duties done in the Treasurer/Collector's office include Town employee payroll and accrual, collection of payments including property tax (98%) as well as motor vehicle (96%) and boat excise tax, reconciliation, outstanding receivables, and veteran services.

Lombardo noted that Hamilton is working toward eliminating compensatory time. This is part of an effort to effectively understand number of employee work hours needed to manage municipality.

Treasurer/Collector Cheryl Booth works with an investment firm to manage Town's \$1.8 million of Community Preservation Act funds.

She maintains her certification as a Treasurer/Collector on an annual basis and is a Notary Public.

Treasurer/Collector's office is currently working on tax title takings for \$92,000 where letters were sent out for 40 parcels. Twenty-five positions were sent to land court last month for foreclosure including 15 from Carriage House Junction. Today Town received \$60,000 for one of these parcels. Hamilton has \$522,000 in unpaid property taxes.

Town is building up its cash reserve with Stabilization Fund up to \$700,000 and is working on its Moody's bond rating (AA2).

Discussion about most of Town's revenue coming in from bank/mortgage services typically a few days before tax bills are due. Payment through Hamilton's online service is more efficient and timely as well as less costly than online payments through banks that are labor intensive for Treasurer/Collector's office. Information describing this discrepancy is being considered for inclusion in upcoming water bill mailing.

Capital Management Committee appointments

Scuteri entertained a motion to appoint voting members Arthur Oberheim, Jim Farnam, Michael Lombardo, William Boesch, Barbara Lawrence, Jennifer Scuteri, Eric Thompson, John Tomasz, William Dery, Marc Johnson and Rick Mitchell to the Capital Management Committee for a term to expire on June 30, 2012. Stinson so moved. Hubbard seconded motion. VOTE: Unanimous.

Special Town Meeting Warrant Hearing

Selectmen and Town Moderator Bruce Ramsey reviewed warrant articles in preparation for Special Town Meeting scheduled for October 22, 2011 at 9 a.m. at the Hamilton-Wenham Regional High School.

Article 2-1: Revolving Account, Allows Town to collect insurance payment from flu clinic participants from other jurisdictions, BOH Chairman Lindle Willnow will make motion.

Article 2-2: Water Enterprise Fund Budget Increase and Transfer, \$20,000 from Hatfield Road land sale will be used to increase water pressure in water line and add fire hydrant in neighborhood, Finance Committee chair John McWane will make motion.

Article 2-3: Waste Enterprise Fund Budget Increase, Housekeeping to ensure funding for waste enterprise fund is put into account from general fund. There would be no increase in funding. McWane will make motion.

Article 2-4: Waste Enterprise Fund Transfer, Funding to keep organic recycling collection going until new contract is put in place where savings will offset costs

and Wenham will reimburse Hamilton for their agreed upon share of cost, McWane will make motion.

Article 2-5: Appropriation Transfer, Housekeeping related to cemetery personnel salaries. McWane will make motion.

Article 2-6: Annual Financial Actions, Housekeeping to correct errors made at ATM so dollar amounts are recorded in correct accounts. McWane will make motion.

Article 2-7: Matching Grant, Town eligible for \$10,000 state grant but must contribute \$2,500 match. McWane will make motion.

Article 2-8: Playground Equipment, \$5,000 seed money – Free Cash appropriation from Meals Tax revenue to help parents group get fundraising underway for new playground equipment at Patton Park. Scuteri will make motion.

Article 2-9: Downtown Special Events, \$2,500 for reusable downtown decorations -- Free Cash appropriation from Meals Tax revenue. Hubbard will make motion.

Articles in Section 4 address change of ATM date not to occur on Easter weekend and amendment to bylaw for Town election date.

Article 4-1: Amend Rules and Procedures of Town Meetings, Chapter II, Section 1, Carey will make motion.

Article 4-2: Amend Town Meeting, Chapter I, Section 2. Johnson will make motion. Scuteri will make presentation.

Article 5-1: Hours for Sunday and Holiday Alcohol Sales, Abutters would be notified of any applications and full hearings held. Hubbard will make motion.

SMART Program

Discussion on proposed SMART program for Hamilton and Wenham consisting of weekly single stream recycling and organic recycling, and every other week solid waste trash pick up with one free barrel. Plastic disposal bags would still be available for purchase by residents. The proposed two-town program would

encourage more aggressive recycling and could save the communities from \$179,000 to \$229,000 annually.

Lombardo's research on similar program models occurring throughout U.S. indicate that Hamilton could save as much as \$90,000 a year. He is pricing bins for additional recycling pickup days (i.e., Town-wide single stream and organic recycling). Cost of bins would be built into program and not be an out-of-pocket cost for residents. Grants to pay for this cost are being investigated.

Town officials agreed that intent of SMART program is to change rubbish collection service by creating incentive to increase recycling, control costs and realize savings. Municipality will not address resident behavior regarding trash pickup. Proposal is part of Town officials' effort to address high tax rate.

Appoint Warren "Bob" Gray to HWCAM

Scuteri entertained a motion to appoint Warren "Bob" Gray to the Hamilton Wenham Community Access and Media Board for a term to expire June 30, 2014. Carey so moved. Hubbard seconded motion. VOTE: Unanimous.

Board goals and objectives

Selectmen addressed goals and objectives including shared services with Wenham (i.e., DPW grounds/building maintenance as well as regional school district), survivor agreement with Wenham regarding ECO and future community partnering for local ECO, capping landfill and unfunded mandates.

Other business

A joint Selectmen's meeting will be held with Wenham on Tuesday, October 11, 2011 at 7 p.m. at the Hamilton-Wenham Public Library. Next regularly scheduled Selectmen's meeting is Monday, October 17, 2011.

Scuteri entertained a motion for Board to adjourn at 9:29 p.m. Carey so moved. Hubbard seconded motion. VOTE: Unanimous.

Respectfully submitted by Jane Dooley, Minutes Secretary

ATTEST: _____

Clerk